



ERL JOURNAL

Editors Guidelines



GENERAL RULES

The members of our [editorial team](#) are experts in their respective fields and they play an essential role in ERL Journal. Guided and instructed by the editor-in-chief, they are responsible for handling the peer review process of manuscripts, make recommendation on the acceptance or rejection of a manuscript and promote the journal thus attracting high-quality submissions.

EDITORS' RESPONSIBILITIES

Pursuant to [COPE Codes on Conduct and Best Practice Guidelines](#), editors' responsibilities are as follows:

- the editor promptly processes submitted manuscripts and respect authors' intellectual independence;
- the editor unbiasedly treats all manuscripts submitted for publication judging them on scientific merits without any regard to an author's gender, race, ethnic origin, religious belief or political philosophy;
- the editor ensures that appropriate reviewers are assigned manuscripts;
- the editor can reject a manuscript without review if the manuscript does not match the [Scope Major](#) or [Scope Minor](#) of the journal or if advised so by the [strands coordinators](#);
- the editor keeps the [peer review process](#) confidential;
- the editor avoids situations of real or perceived conflicts of interest.

ARTICLE RETRACTION

ERL Journal is committed to maintaining the integrity of scholarly communication. When making a final decision, the editor is guided by the journal's [POLICIES](#) and constrained by legal requirements regarding plagiarism, copyright infringement or academic misconduct. Published articles shall remain unaltered as far as possible. However, circumstances may arise so that a published article must be retracted. For more information, see ERL Journal's [RETRACTION POLICY](#).

ERL JOURNAL EDITOR CHECKLIST

Title:

If the answer to *one or more* questions is *No* (using the sign 'X'), reject the manuscript or consider discussing any concerns with the editor-in-chief. Support all *No* answers with comments.

Question	Yes	No	Comments
Does the content of the manuscript match the journal's Scope Major or Scope Minor?			
Do you have any conflicts of interest with the authors of the manuscript?			
Did you blind the manuscript before sending it to the reviewers?			
Did you assign the manuscript to the appropriate reviewers?			
Have you received two positive reviews for the manuscript?			
Do you have any doubts regarding plagiarism or academic misconduct?			